

TOWN OF LOS GATOS REQUEST FOR PARKING CITATION REVIEW FOR DISABLED PLACARD AND PERMIT VIOLATIONS

PARKING APPEAL INVESTIGATION

READ THIS FIRST

The California Vehicle Code Section 40500(d) prohibits any person (including the police) from altering, modifying, or destroying a citation before it is filed with the processing agency. Your citation can be dismissed by the Police **only for issuing error, or for good cause in the interest of justice**. Failure to properly display a parking permit or a disabled parking placard, unauthorized parking, parking unlawfully due to being late for an appointment, leaving a vehicle for "just a minute", lack of funds and similar appeals **are not considered a valid basis for dismissing a citation**.

Citations issued for failure to properly display a parking permit or a disabled parking placard CVC22507.8/22500(l) may be appealed by presenting proof of valid permits or placards to the Los Gatos/Monte Sereno Police Department. This will be submitted through the review process for a reduced fee in lieu of the full bail amount as per the Town Comprehensive Fee Schedule Resolution #2004-57.

If the citation you received was not issued in error, or there is not a legal or significant mitigating reason that the citation may be dismissed, we cannot dismiss it through the Citation Review process.

The Transportation and Parking Commission provides input to the Town Council on parking regulations and would like to hear your concerns. Please address your concerns to:

Town of Los Gatos
Transportation and Parking Commission
P.O. Box 973
Los Gatos, CA 95031

The Commission meets on the second Thursday of each month at 7:30 a.m. in the conference room at the Parks and Public Works Department, located at 41 Miles Avenue.

**TOWN OF LOS GATOS REQUEST FOR PARKING CITATION REVIEW
FOR DISABLED PLACARD AND PERMIT VIOLATIONS**

THIS FORM MUST BE SUBMITTED WITHIN 21 DAYS OF THE DATE OF THE CITATION BEING ISSUED, OR
WITHIN 14 DAYS FROM THE MAILING DATE OF A NOTICE OF DELINQUENT PARKING VIOLATION.
YOU HAVE NO RIGHT OF APPEAL AFTER THESE DATES! VC40215(a)

This administrative investigation process is provided pursuant to AB408, effective 1 July 1993. It is the responsibility of the person requesting this investigation to comply with the procedures and time limits specified on the reverse of this form. Read this form carefully before submitting your review request.

The purpose of this investigation process is to determine if the alleged violation occurred, or if the registered owner was not responsible for the alleged violation.

PLEASE PRINT ALL INFORMATION

Citation # LG _____ Vehicle License # _____
Name: _____ Date issued: _____
Address: _____ Message phone: _____
City: _____ State: _____ Zip: _____

Please explain your reason(s) for believing this citation was issued in error or that you are not responsible for the alleged violation. It is important to be clear and detailed in your explanation. Use additional page(s) if necessary. This form and the actual citation are the sources which will be used to investigate and evaluate your appeal.

I have read and understand the citation appeal and review process which is outlined on the reverse of this form. I certify, under penalty of perjury, that the information herein is true and correct.

Signed: _____ Date: _____

Issuing Officer: _____ Badge: _____
Officer Comments: _____

Appeal reviewed by: _____ Date/Time: _____

Comments: Citations issued for failure to properly display a parking permit or a disabled parking placard CVC22507.8/22500(l) may be appealed by presenting proof of valid permits or placards to the Los Gatos/Monte Sereno Police Department. This will be submitted through the review process for a reduced fee in lieu of the full bail amount as per the Town Comprehensive Fee Schedule Resolution #2004-57. _____

REDUCED FEE FOR VALID PROOF: ☐ \$10.00 PARKING PERMIT ☐ \$30.00 DISABLED PLACARD

Remit payment to: Town of Los Gatos, Citation Review, P.O. Box 973, Los Gatos, CA 95031

☐ **VALID CITATION** (SEE reverse of this form for further appeal process)
☐ **CITATION DISMISSED** with reduced fee for proof of valid placard/permit
Administrative Investigation mailed _____ by _____